Jane Olds
Parish Clerk
Launton Parish Council
13 Oak Close
Bicester
OX26 3XD

15th April 2020

Elaine Anstee
16 Foxwood
Aston
Oxfordshire
OX18 2DZ

Dear Jane,

Internal Audit Report 2019-20

I have carried out an internal audit review, acting independently, and basing this review on the requirements of the Annual Governance and Accountability Return for 2019-20. I have looked at the assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls that have been in operation during the financial year ended 31 March 2020.

The bulk of this audit has been carried out using the council's website and one meeting with the Clerk on 3rd April 2020 (via ZOOM due to the COVID 19 restrictions) were the documentation that I needed to physically inspect could be carried out.

The framework of this review is attached for the council's reference and there were no issues identified.

In summary

The Council has competent arrangements in place to satisfy itself that its systems of internal financial control are transparent and effective. There are approval and authorisation controls to minimise risk. The audit and management trail for financial transactions is good.

Yours sincerely

Elaine Anstee

Attachments:

Page 3 of the AGAR for 2019-20 - signed
Review Framework for 2019-20
Invoice Number 126